

Powerful Questions

Try these conversation starters with employees to gather the information you'll need to best support the employee in each phase of the career development process.

✓ What skills do you have that you have not been able to use in your job? ✓ Which skills would you like to use more? ✓ Which parts of your job are the most challenging? The least challenging? Assess ✓ What are your 'signature' areas of expertise? What are you known for? ✓ If you could change one thing about your job, what would it be? ✓ What about your job energizes you? What bores you or is tedious? ✓ What is the greatest strength you bring to the organization? How do you know? How will it help you in the future? ✓ What career goals are you considering? ✓ How will your top goals position you for the future? **Explore** ✓ Which goals are best aligned with your values? ✓ What would you say are the most critical areas I would select as essential in your current. position? How would you rate yourself in these areas? ✓ How can you use your current job to prepare for the assignment or role you aspire to? ✓ What assignments offer the best learning experiences? ✓ What training programs or educational opportunities interest you? ✓ How will your development assignment put pressure on your current job responsibilities? What support will you need? Plan ✓ What projects or task forces would you like to work on to gain exposure and broaden. vour skill base? ✓ If you could give yourself the perfect assignment, what would it be? ✓ Of all your goals, which one do you want the most? What will help you and what will hinder you from achieving that goal? ✓ How will you judge your own success? What criteria will you use? How will others. evaluate your success? What criteria will they use?

✓ What three actions could you take in the next two weeks to get started on one of your.



Take

Action

goals?

✓ How can I support your goal achievement?

